

## Rooms 5,6 and 7

As this is the last meeting of the year, there are many items to cover. Please really really try to get to this meeting. And expect to stay a bit longer if necessary....

1. Closing Procedures
  - a. Date
  - b. Expectations
2. Textbook Returns
  - a. Inventory
  - b. Damages
  - c. Lost
  - d. Other
3. Enrollment and Materials
  - a. How your orders will be pulled this summer
  - b. The importance of an accurate inventory for textbooks and workbooks
4. Summer deliveries of Materials
  - a. Possible delivery dates
  - b. How the boxes will be marked
  - c. Packing Slips
5. New Items coming from IUSD for the libraries
  - a. NoodleTools
    - i. Planning on how to implement
    - ii. Trainings in September and October
  - b. Movie Licensing
    - i. Copyright protection for showing movies at your school
  - c. Encyclopedia Britannica
    - i. Old News but renewed for 3 years
  - d. Follett WebPath Express
    - i. Training in September
  - e. Overdrive
    - i. Ebook lending service